



क्रं/लेखा/2024-25/2076

दिनांक ..... 06/11/24 .....

## सूचना

सभी पेंशनर्स/ फैमिली पेंशनर्स को सूचित कर आग्रह किया जाता है की निर्धारित प्रारूप में (संलग्न) अपना जीवित प्रमाण पत्र दिनांक 25/11/2024 तक सॉफ्ट कॉपी/हार्ड कॉपी में लेखा अधिकारी राष्ट्रीय तकनीकी शिक्षक प्रशिक्षण एवं अनुसंधान संस्थान, भोपाल - 462 002 की और आवश्यक रूप से भेजे अन्यथा आगामी माह से पेंशन का भुगतान बाधित हो सकता है।

जीवित प्रमाण पत्र भारत सरकार के पेंशनर व पेंशनर कल्याण विभाग के का.ज्ञा.सं 1(8)/2021-P&PW(11)-7468 दिनांक 30/09/2022 में विहित किसी एक माध्यम से प्रस्तुत किया जा सकता है।  
(प्रतिलिपि संलग्न)

All pensioners/Family pensioners are informed to send their life certificate in the prescribed form (enclosed) by 25/11/2024 in soft copy/ hard copy to the Accounts Officer, National Institute of Technical Teachers' Training & Research, Shamla Hills, Bhopal (M.P) - 462002.

Kindly do the needful at the earliest otherwise the pension payment from the upcoming month 2024 may be interrupted.

The Life Certificate may be produced as per any of the option given in the Department of Pensioner and Pensioner welfare GOI OM NO. का.ज्ञा.सं 1(8)/2021-P&PW(11)-7468 DT.30.09.2022. (copy enclosed)

Note : Kindly send the documents in soft copy on any of the following Phone No./E-mail.

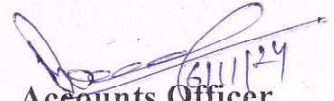
E-Mail : [accounts@nitttrbpl.ac.in](mailto:accounts@nitttrbpl.ac.in)

Whatsapp on contact no.

9425018759 (Smt.Vijay Laxmi Dubey)

6260356487 (Smt.Kavita Dhote)

9425017540 (Mr.P.G. Dhapodkar)

  
Accounts Officer

## NITTTR BHOPAL EXTENSION CENTRES

Maharashtra	Goa	Gujarat	Chhattisgarh
412/D, Distance Learning Polytechnic Building, Bahirat Patil Square, Shivaji Nagar, Pune - 411016 Tel.: (020) 25655521, 25679151 Email: extnpune@nitttrbpl.ac.in	SCERT Building, First Floor, Room No. 8/9, Room No. 13/14 Alto, Porvorim, Bardez, Goa - 403521 Tel.: (0832) 2411326 Email: extngo@nitttrbpl.ac.in	Technology Bhavan, R. C. Technical Institute Campus Opposite New High Court, Sola, Ahmedabad - 380060 Tel.: (079) 27662931 Email: extnabd@nitttrbpl.ac.in	Govt. Girls Polytechnic Campus, Byron Bazar, Raipur - 492001 Email: extnraipur@nitttrbpl.ac.in

No. 1(8)/2021-P&PW(H)-7468  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Pension and Pensioners' Welfare

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8<sup>th</sup> Floor, B-Wing, Janpath Bhawan  
Janpath, New Delhi-110001  
Dated the 30<sup>th</sup> September, 2022

OFFICE MEMORANDUM

Subject: Submission of Annual Life Certificate

Every Central Government pensioner has to submit **Annual Life Certificate** in the month of November for further continuation of pension. It has been observed that a large number of Central Government pensioners physically visit bank branches for this purpose.

2. As a measure to enable an additional exclusive window to very senior pensioners, this Department, vide its OM No. 1/20/2018-P&PW(E) dated 18.07.2019, has allowed the pensioners in the age group of 80 years and above, to submit Annual Life Certificate from 1<sup>st</sup> October onwards, instead of 1<sup>st</sup> November onwards, every year.

3. The different modes available to a pensioner for submission of Annual Life Certificate are once again summarized for Pensioners' awareness. An Annual Life Certificate can be submitted manually or digitally as per convenience of the pensioner by following modes: -

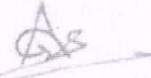
- i. Life certificate can be recorded by Pension Disbursing Authorities (PDAs), if the pensioner physically appears before the PDA.
- ii. Personal appearance of a pensioner will not be required, if the pensioner submits the life certificate form signed by any 'designated official'. In accordance with para 14.3 of the Scheme Booklet issued by CPAO, a pensioner who produces a life certificate in the prescribed form, signed by persons specified, is exempted from personal appearance. A list of designated officials specified for signing the Life Certificate as per the scheme booklet of CPAO is attached as **Annexure-I**.



- iii. Pensioners can submit Life Certificate online through **Jeevan Pramaan Portal**. The process of submission of Digital Life Certificate through "Jeevan Pramaan" may be seen at <https://youtu.be/nNMlkTYqTF8>. UIDAI has provided details of all biometric devices which are permissible for capturing biometrics of a person. Pensioners may visit the site [www.uidai.gov.in](http://www.uidai.gov.in) to get information of all such devices.
- iv. **India Post Payments Bank (IPPB)** of Department of Posts along with Meity have successfully launched the initiative of the Department of Pension & Pensioners' Welfare: **"Doorstep Service for submission of Digital Life Certificate through Postman"** in November 2020. IPPB is utilizing its national network of more than 1,36,000 access points in Post Offices and more than 1,89,000 Postmen & Gramin Dak Sevaks with smart phones and biometric devices to provide Doorstep Banking Services for generation of Digital Life Certificates. For leveraging this facility through a mobile phone, a pensioner has to download **"Postinfo APP"** from Google Play store. The process of submission of Digital Life Certificate through Postmen/Gramin Dak Sevaks may be seen at [https://youtu.be/cERwM\\_U7g54](https://youtu.be/cERwM_U7g54).
- v. **Doorstep Banking** is also available through the **Alliance comprising 12 Public Sector Banks which do "Doorstep Banking"** for its customers in 100 major cities of the country under Ease of Banking reforms. PSB Alliance has introduced the service for collection of Life Certificates under the umbrella of Doorstep Banking. DSB Agent shall visit the doorstep of Pensioner to render the service. Service can be booked by the pensioner through any of the 3 channels i.e. Mobile App, Website or Toll Free Number.
- Mobile App i.e. **"Doorstep Banking (DSB)"** can be downloaded from Google Playstore.
  - Pensioners can access through Web Browser i.e. <https://doorstepbanks.com/> & <https://dsb.imfast.co.in/doorstep/login>
  - Through Toll free Number:- 18001213721, 18001037188.

vi. Pensioners can also submit Life Certificates using the Face Authentication technology system based on UIDAI Aadhaar software whereby it is possible to generate a Digital Life Certificate from any Android based smart phone by capturing the live photograph of the pensioner for online submission on the Jeevan Pramaan mobile application. The process flow for generating DLCs through Face Authentication is available on DoPPW's Pensioners' Portal → Jeevan Pramaan → Process flow of face authentication technique for DLC generation. (<https://pensionersportal.gov.in/Document/Face%20Authentication%20Processes%20of%20Jeevan%20Pramaan%20App%20.pdf>).

4. All Pension Disbursing Authorities are requested to take note of this OM for compliance and give wide publicity of the same amongst pensioners.
5. This issues with the approval of the competent authority.



(Ashok Kumar Singh)

Under Secretary to the Govt. of India

Tel. No. 23310108

To

1. CMDs/CPPCs of all Pension Disbursing Banks and Pension Disbursing Authorities.
2. Central Pension Accounts Office (CPAO), Ministry of Finance, Department of Expenditure, Trikot-II, Bhikaji Cama Place, New Delhi.
3. Chairman, Railway Board, Ministry of Railways, Rail Bhawan, New Delhi.
4. Secretary, Ministry of Defence, South Block, New Delhi.
5. Secretary, Department of Ex-Servicemen Welfare, South Block, New Delhi.
6. Secretary, Department of Financial Services, Jeevan Deep Building, Sansad Marg, New Delhi.
7. Secretary, Department of Telecommunications, Sanchar Bhavan, New Delhi.
8. Secretary, Department of Posts, Dak Bhavan, New Delhi
9. All Chief Secretaries of States.
10. NIC: -for posting on website of this Department.
11. All Pensioners Associations under Pensioners' Portal: - for giving wide publicity among pensioners.



Annexure-I

List of persons specified for signing the Life Certificate (para 14.3 of Scheme Booklet by CPAO)

- i. A person exercising the powers of a Magistrate under the Criminal Procedure code;
- ii. A Registrar or Sub-Registrar appointed under Indian Registration Act;
- iii. A Gazetted officer of the Government;
- iv. A Police Officer not below the rank of Sub-Inspector in-charge of a Police Station;
- v. A Postmaster, a departmental Sub-Postmaster or an Inspector of Post Offices;
- vi. A Class-I officer of the Reserve Bank of India, an officer (including Grade II officer) of the State Bank of India or of its subsidiary;
- vii. A Justice of Peace;
- viii. A Block Development Officer, Munsif, Tehsildar or Naib Tehsildar;
- ix. A Head of Village Panchayat, Gram Panchayat, Gaon Panchayat or an
- x. Executive Committee of a Village;
- xi. A Member of Parliament, of State legislatures or of legislatures of Union Territory Governments/Administrations;
- xii. Treasury Officer.



NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH

SHANTI MARG, SHALA HILLS BHOPAL- 462002

(To be Furnished in 25 November each Year)

Pensioner ID .....

**LIFE CERTIFICATE**

Certified that Shri/Smt.....son  
of/wife of Shri .....is alive and  
has appeared Before me today on .....and has signed before me.

Signature of Gazetted Officer .....

Name of Gazetted Officer .....

Seal of the Gazetted Officer .....

**Pensioner**

Bank Account No.....

Branch Code.....

PAN No.....

Contact No.....

E-mail.....

Aadhaar No.....

**Spouse**

Bank Account No.....

Branch Code.....

PAN No.....

Contact No.....

E-mail.....

Aadhaar No.....

**CERTIFICATE OF Not RE-MARRIAGE**

Certified that I have not remarried during last one year.

Signature of Pensioner/ Family Pensioner

Pensioner ID: .....

**CERTIFICATE OF NON-EMPLOYMENT /RE-EMPLOYMENT**

- (1) I declare that I have not been serving in any capacity either in a Department /Office, company Corporation, autonomous body or Society of Central or state Government or Union Territory or a Local Fund during the half Year ended May/November, 20.....

OR

I declare that I have been employed/re-employed in the office of.....and was in receipt of the following monthly rates of emoluments during the half year ended May/November, 20.....or during the months of .....falling with the said half year.

- (a) Pay .....

Special Pay .....

Allowances .....

(Including D.A/A.D.A. etc.)

- (b) Honorarium.....

Further that the Orders of my re-employment do/do not Stipulate my Pension being held in abeyance during the re-employment period.

- (2) I declare that I have not accepted any Commercial employment in India.

OR

I declare that I have accepted commercial employment in India, after obtaining previous sanction of the Central Govt. and none of the Conditions, if any, attached there to by Govt. has been Violated.

- (3) I declare that I have not accepted and employment under a Govt. outside India/an international Organisation of which the Govt. of India is not a member.

OR

I declare that I have accepted employment under a Government outside India/an international Organisation of which Government of India is not a member after obtaining the Previous sanction of the Central Govt. and none of the conditions attached thereof by the Government has been deviated from.

Place.....

Date.....

Signature of Pensioner.....





राष्ट्रीय तकनीकी शिक्षक प्रशिक्षण एवं अनुसंधान संस्थान, शांति मार्ग शामला हिल्स, भोपाल  
(प्रत्येक वर्ष 25 नवम्बर माह में दे दिया जाए)

पेंशनर आई. डी. ....

जीवन प्रमाण - पत्र

प्रमाणित किया जाता है की श्री/श्रीमती ..... पुत्र/पुत्री श्री..... जीवित है और आज दिनांक ..... को मेरे समक्ष उपस्थित हुए तथा हस्ताक्षर किए।

राजपत्रित अधिकारी के हस्ताक्षर.....

राजपत्रित अधिकारी का नाम .....

सार्थमुद्रा (Seal) .....

पेंशनर

बैंक खाता सं .....

ब्रांच कोड .....

पेन कोड .....

दूरभाष .....

ईमेल .....

आधार नं .....

दम्पति

बैंक खाता सं .....

ब्रांच कोड .....

पेन कोड .....

दूरभाष .....

ईमेल .....

आधार नं .....

पुनर्विवाह न करने का प्रमाण-पत्र

मैं प्रमाणित करता / करती हूँ की मैंने विगत एक वर्ष की अवधि में पुनर्विवाह नहीं किया है।

पेंशनर/पारिवारिक पेंशनर के हस्ताक्षर  
पेंशनर आई.डी. ....

बेरोजगार/ पुनः रोजगार का प्रमाण पत्र

(1) मैं घोषित करता/करती हूँ कि मैं मई/ नवम्बर 20..... के अर्ध वर्ष के अंत में किसी हैसियत से सरकारी विभाग / कार्यालय, कंपनी, निगम, स्वायत्त निकास या केंद्रीय या राज्य सरकार या संघ क्षेत्र या स्थानीय निधि में सेवारत नहीं हूँ।

या

मैं घोषित करता/करती हूँ कि मैं मई/ नवम्बर 20..... के अर्ध वर्ष से अंत में माह ..... के दौरान..... कार्यालय में कार्यरत / पुनः कार्यरत था/ थी जहाँ परिलब्धियों की मासिक दरे निम्न प्रकार थी।

(अ) वेतन.....

विशेष वेतन.....

भत्ते .....

(महंगाई भत्ता या अति-महंगाई भत्ता समेत)

(ब) मानदेय.....

या

मेरे पुनर्नियोजन में इस प्रकार का कोई अनुबंध नहीं है कि पुनर्नियोजन की अवधि के दौरान मेरी पेंशन को प्रस्थामित रखा जाय।

(2) मैं घोषित करता/ करती हूँ कि मैंने भारत में वाणिज्य सम्बन्धी कोई नियोजन स्वीकार नहीं किया है।

या

मैं घोषित करता/ करती हूँ कि मैंने केन्द्र सरकार की पूर्व अनुमति प्राप्त कर भारत में वाणिज्य सम्बन्धी नियोजन स्वीकार किया है और यह की जिसमें सम्बंधित शासन की यदि कोई शर्त है तो उनका उल्लंघन नहीं किया गया है।

या

(3) मैं घोषित करता/करती हूँ की मैंने भारत के बाहर किसी सरकार के अधीन/ अंतर्राष्ट्रीय संगठन जिसका भारत सरकार सदस्य नहीं है, किसी भी नियोजन को स्वीकार नहीं किया है।

या

मैं घोषित करता/करती हूँ की मैंने भारत के बाहर किसी सरकार के अधीन/ अंतर्राष्ट्रीय संगठन जिसका भारत सरकार सदस्य नहीं है, के अधीन केंद्रीय सरकार की पूर्व अनुमति के उपरांत नियोजन स्वीकार किया है और सरकार द्वारा लगाई गई किसी भी शर्त का उल्लंघन नहीं किया है।

स्थान .....

दिनांक .....

पेंशनर के हस्ताक्षर.....